

बिहार सरकार  
बिहार राज्य आपदा प्रबंधन प्राधिकरण  
(आपदा प्रबंधन विभाग)  
द्वितीय तल, पंत भवन, पटना-800001

अल्प-कालिन निविदा आमंत्रण सूचना

बिहार राज्य आपदा प्रबंधन प्राधिकरण, पटना के द्वारा सोनपुर मेला, 2022 के अवसर पर लगाये जाने वाले पैवेलियन/पंडाल के अधिष्ठापन एवं अन्य संदर्भित सेवाओं/सामग्रियों की अधिप्राप्ति हेतु सक्षम, अनुभवी इच्छुक निबंधित एजेंसियों से निविदा का आमंत्रण किया जाता है। इस निविदा की विवरणी एवं शर्तें निम्नवत् है-

- i. कार्यालय में प्री-बीड मिटिंग की तिथि - 18.10.2022 (अपराह्न- 03:00 बजे)
- ii. कार्यालय में निविदा प्राप्ति की अंतिम तिथि - 20.10.2022 (संध्या- 05:00 बजे तक)
- iii. कार्यालय में निविदा खुलने की तिथि - 21.10.2022 (पूर्वाह्न-11:00 बजे)
- iv. निर्धारित अन्तिम तिथि के पश्चात निविदा स्वीकार नहीं की जायेगी।
- v. अग्रधन की राशि - ₹10,000/- (दस हजार रुपये)।
- vi. सेवा/सामग्रियों का आपूर्ति आदेश प्राधिकरण कार्यालय द्वारा दिया जायेगा।
- vii. इस संबंध में आवश्यक प्रक्रिया, शर्तों आदि की जानकारी तथा सामग्री/सेवा की सूची, मात्रा/गुणवत्ता का विस्तृत विवरण बिहार राज्य आपदा प्रबंधन प्राधिकरण के वेबसाइट [www.bsdma.org/tender](http://www.bsdma.org/tender) पर देखा जा सकता है।
- viii. निविदा को पूर्णत या अंशत रद्द करने का अधिकार प्राधिकरण के पास सुरक्षित रहेगा।

(मीनन्दा कुमार)  
सचिव



**BIHAR GOVERNMENT**  
**BIHAR STATE DISASTER MANAGEMENT AUTHORITY**  
(Disaster Management Department)  
2nd Floor, Pant Bhawan, Patna - 800001  
Phone No. - 0612-2522082. Fax NO.- 0612-2522311  
(Website - [www.bsDMA.org](http://www.bsDMA.org))

**Notice Inviting Tender**

**For Empanelment of Agency for Sonapur Mela-2022**

The Secretary, Bihar State Disaster Management Authority, Govt. of Bihar (BSDMA), invites sealed Tender (Two Bid System) from reputed and experienced agency/contractor for rate contract for empanelment of the Agency/Contractor for Sonapur Mela-2022 (to be continued for one month.)

Tender shall be submitted by interested agencies in an outersealed non-transparent envelope superscribed with "NIT for Empanelment of Contractor / Agency for Sonapur Mela-2022, name of the agency and contact no./ email-id of the agency". The outer envelope shall contain the following two sealed non-transparent envelopes:-

- A) Envelope- I: Marked as Technical Bid
- B) Envelope- II: Marked as Financial Bid

Each envelope (Technical Bid & Financial Bid) should be marked with "NIT for Empanelment of contractor/agency for Sonapur Mela-2022, name of the agency and name of Bid (Technical or Financial)". Details regarding Eligibility Criteria, Term & Conditions, Payments Guidelines etc. can be seen in the "Tender Section" of the website: <http://www.bsDMA.org>.

Pre- Bid Meeting in Conference Hall	-	18 October 2022 Time 03.00 PM
Bid Receiving in BSDMA	-	20 October 2022 Time 05.00 PM
Bid Opening in Conference Hall	-	21 October 2022 Time 11.00 AM

An EMD (Earnest Money Deposit) of Rs. 10,000/- (Rs. Ten Thousand Only) in the form of a Demand Draft drawn from a Scheduled Bank/Nationalized Bank of India, in favour of "Secretary, Bihar State Disaster Management Authority" payable at Patna must be enclosed with the Technical Bid.

If the envelope is/are not sealed and marked properly, the tendering authority will assume no responsibility for disqualification. Incomplete response or those received after the specified time and date or not fulfilling the specified requirement shall not be considered.

Financial Bid of only those bidders, who have qualified the technical eligibility criteria shall be opened on the date and time as specified above.

The undersigned reserves the right to issue addendum/ corrigendum, to accept or reject any or all proposal, or to cancel the whole NIT at any stage without assigning any reason thereof.



**Eligibility criteria, Term & Conditions, Payments Guidelines etc  
for Empanelment of Agency for Sonapur Mela-2022**

**1. Pre Bid Meeting**

A Pre Bid meeting with bidders is scheduled on 10 October 2022 at 3.00 PM in the Office of BSDMA. After Pre Bid meeting, if necessary, a corrigendum may be uploaded on our website for further direction to the prospective tendering agencies.

**2. Bid Validity Period**

The Bid Validity Period will be End of Sonapur Mela, 2022.

**3. Earnest Money Deposit (EMD)**

Refundable Earnest Money shall be deposited as indicated in the "Notice Inviting Tender" failing which the Bids submitted by the agency shall be out-rightly rejected.

3.1 No interest will be payable on the amount of EMD irrespective of the outcome of tendering process.

3.2 The EMD of unsuccessful bidder will be returned after expiry of Bid validity period or issue of Letter of Award (LOA) and submission of performance guarantee by successful bidder, whichever is earlier.

**4. Performance Guarantee (Non-Interest bearing)**

4.1 The successful bidder has to submit performance guarantee (PG) of Rs. 30,000/- (Thirty Thousand only) in the form of a Demand Draft drawn from a Schedule Bank/Nationalized Bank in favour of "Secretary, Bihar State Disaster Management Authority" payable at Patna failing which the EMD shall be forfeited. The EMD of successful bidder may be adjusted into the Performance Guarantee and the DD of balance Rs. 20,000/- has to be submitted. The Performance Guarantee will be released after two months from the date of end of contract.

4.2 Performance Guarantee can be forfeited and the LOA may be cancelled, if the successful bidder fails to supply the items within the stipulated time/quantity/quality as given in the work order and to the full satisfaction of BSDMA. The decision of Secretary, BSDMA will be final and conclusive in this regard.

5. Before finalizing the tender, the premises/facilities of the bidder may be inspected by the internal purchase committee.

6. Conditional tender shall not be considered.



**7. Minimum Eligibility Criteria & required documents with technical bid:-**

Sl. No.	Criteria	Document to be submitted (attach self-attested Xeroxcopy)
1	Registered with Commercial Tax department	GST Registration No. & 3B Filling Status.
2	Average Annual Turnover over Rs. 5 Lac (Five Lac) for the last Three financial years <b>2019-20, 2020 -21 and 2021-22</b>	Audited Balance-sheet, or a CA Certificate
3	Registered with Income Tax Department	PAN Card
4	Not blacklisted by Central or State Government or any of their departments or by any Public Sector Undertaking (PSUs)	Affidavit before notary
5	Prior work experience at least for 03 years	Experience Certificate/ work order
6	EMD of Rs. 10,000/- (Ten Thousand only) in favour of “ Secretary, Bihar State Disaster Management Authority” payable at Patna.	Demand Draft drawn from a scheduled bank of India.

Note:

- (I) The Financial Bid of only those bidders will be opened, who will fulfil the above “Minimum Eligibility Criteria” under Technical Evaluation.
- (II) The successful agency has to take such corresponding registration as required under New GST Laws.

**8. Bid Price and Evaluation of Financial Bid and Letter of Award (LOA)**

- 8.1 All taxes and other charges like transportation etc. shall be included in the Quoted Rates and shall be written in the blank space specified on APPENDIX-I. However, in the Invoice, Tax (es) has to be shown separately. Nothing will be paid over and above the quoted price under any circumstances.
- 8.2 No request relating to advance payment of the ordered materials will be entertained.
- 8.3 The price should be quoted in both in words and figures and in Indian Rupees only.
- 8.4 Taxes will be deducted at source as applicable.
- 8.5 The bidder shall quote for all of the items as mentioned under Financial Bid. L-1 bidder will be evaluated on the basis of total cost and will be so selected.
- 8.6 BSDMA will issue Letter of Award (LOA) to the successful bidder.
- 8.7 Work orders will be issued upon requirement only. Selection of bidder under the RFQ or Issuance of LOA will not guarantee issuance of work order/s and BSDMA will not assume any liability or cost towards it.
- 8.8 Items will have to be supplied as per the quantity and specification mentioned in the work order. The quality of the items supplied should be as



per satisfaction of BSDMA. The supplies have to be made at the site of Sonapur Mela.

Failure on the part of successful bidder to do so may result in cancellation of its LOA/Work Order and their Performance Guarantee may be forfeited. In such case, BSDMA may, at its liberty, negotiate with other bidders (L-2 and so on) for the supplies to be made at L1 prices or at negotiated rates. Also in case of exigencies and volume of supplies, BSDMA may request L2 bidder of respective items and so on to make the supplies at the negotiated rate of L-1 bidder.

- 8.9 The rate quoted shall be valid for Sonapur Mela, 2022 from the date of issuing of LOA.
- 8.10 Payment shall be released on submission of bills with copy of work order issued by BSDMA. The satisfactory performance will be the essence under this contract and would need to be executed in the specified time frame and quality as per the work order. BSDMA may also charge penalty up to a maximum of 5% of the payments due, if the performance is not satisfactory. BSDMA may at its discretion can reject whole of the supplies, if they were found to be of unsatisfactory quality. In that case, fresh supplies will have to be made at the bidder's own cost. The decision of Secretary, BSDMA will be final and conclusive in this regard. BSDMA reserves the right to get work done as this risk of cost this the approved vendor.
- 8.11 The continuous unsatisfactory performance may lead to confiscation of performance guarantee and cancellation of LOA. The decision of Secretary, BSDMA will be final and conclusive in this regard.

  
(Minendra Kumar)  
Secretary, BSDMA



BIHAR GOVERNMENT  
BIHAR STATE DISASTER MANAGEMENT AUTHORITY  
(DISASTER MANAGEMENT DEPARTMENT)  
2<sup>nd</sup> Floor, Pant Bhawan, Patna - 800001

**Financial Bid**

Sl. No	List of Stationary & Other Items	Quantity	Unit	Quoted Rates in Rs. (excluding all taxes)	Unit
1	Construction of Water proof Pandal with white cloth interior, roofing, brown cloth exterior, Three side GI Sheet, Plywood Side wall for pandal etc. all complete (partition walling).	12000 (approx.)	sft		per sft
2	Levelled Brick soling covered with taped clean carpet in, pandal and coridor	6000 (approx.)	sft		per sft
3	Protection Gate of Main Pandal with Entry and Exit Gate. (20' x 7' x 02x02 Pcs ) = 280 sq.ft.	280	sft		per sft
4 (a)	VIP Room with Washroom. Size 12' x 10'	2	Each Room/ per Month		per Month
(b)	Common Room with Washroom.  Toilets including flooring with punning plaster, a commode, a wash basin, piped water supply, towel, soap, odonil, phenyl etc. cleaning after every two hours (all complete). Separately for Male and Female.	2	Each Room/ per Month		per Month
5	Temporary Stage inside Main Pandal (for Nukkad Programme) Size 30' x 10' (Approx) sq.ft .	300	sft		per sft
6	Kaalin / Carpet 10'x 10'	03	nos		each
7	Curtain / Parda (VIP Room and Common Room)	04	nos		each
8	Flex work with iron frame	7000	sft		per sft
9	Flex without frame	200	sft		per sft
10	Flower decoration near gate and stage (fresh marigold flower)	2	days		per day
11	Balloon for decoration (each bunch of 5 balloons)	10	bunch		each
12	Flower Pots	20	nos		Each
13	Bouquet of 10 Roses (inclusive necessary inaugural items such and ribbon, scissor)	10	nos		each
14	Table with table cloth	100	nos		each
15	VIP Room				
(a)	VIP Chair	10	nos		each
(b)	Executive Sofa Set	2	nos		Monthly basis
16	Fiber chair /comfortable chair	150	nos		each



17	Wooden folding cots with Toshak, Bed Sheet, Pillow with cover	70	nos		each
18	Government Electricity Connection	1	nos		each
19	Sileint Generator Set 20 KVA Diesel with Operator 24 Hours	1	nos		each
20	Halogen/ L.E.D / Lighting	100	nos		each
21	Metal Light (on Front)	10	nos		each
22	Ceiling Fan	30	nos		each
23	Exhaust Fan	10	nos		each
24	Power Plug	30	nos		each
25	Projector	1	no		each
26	Music System with mike	2	no		each
27	Fire Extinguisher (2) (Medium) & Fire balls (3)	5	nos		each
28	Dustbins Big size – 3’	4	nos		each
(a)	Dustbins Medium size – 2’	5	nos		each
29	Sweeper (Per day)	2	nos		each
30	Food Packet	450	nos		each
31	Tea (100 Pcs x 2 time = 200 Pcs per day)	6000	nos		each
32	Water Jars (20 Per day)	600	nos		each
33	Front Facia (Plywood) above Entry and Exit Gate.	1000	Sft		per sft
34	VIP Nasta Packets (Two Namkin/ Snacks, Two Sweets of good quality) (On demand)		As per Req.		Each
35	Bamboo Tree / Show plant	20	Each		Each
36	Night Guard	2	Each		Each
37	LED TV (42") as and when required.	1	Per Piece Per day		Each
38	Trunk box for storage	1			
39	VIP Lunch Packet (On demand)	50	nos		Each
40	White sand filling with labour cost for its disbursement (On demand)		Per Tractor		Per Tractor
41	Soak Pit	2	nos		Each

- Note:-** 1. The quantity of the above mentioned items may vary as per the requirement on the spot.  
2. The total floor area may also vary as per the availability of the space.  
3. The payment will be made on the basis of actual work done on the spot.  
4. Include disinfection, Covid Protocol, Fogging for Mosquito & repellents.

(Minedra Kumar)  
Secretary, BSDMA